



City of Terre Haute Fire Department

Division of Investigations/Prevention/Inspections

25 Spruce St. Terre Haute, IN. 47807, (812) 244-2860

Jeff Fisher, Chief of Department

Norm Loudermilk, Assist. Chief of Investigations



Bureau of Fire Prevention & Investigations

Mission Statement

We are dedicated to minimizing the loss of life and property through effective community education, proactive fire and building code enforcement, competent fire and explosion investigations, and other innovative programs.

Prevention Division

- Prevent Fires
- Public Education
- Investigate for Cause & Origin

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CITY CLERK

Primary Responsibilities

- Community outreach Events *Safety/Health Fairs
- Vigo County School Corporation
- Hamilton Center
- Juvenile Fire Setter Education Program
- Free Smoke Detector Early Alert Program
- Drum and Bugle Corps
- Prevention Parade
- Via Media Outsource (Print, Radio & Television)

Liaison to City Engineering Department

The Fire Prevention Bureau corresponds with the city engineering department to meet with building owners, architects, and contractors. They perform the following duties:

- Conduct building inspections from beginning to end of projects
- Conduct pre-design and pre-construction meetings with architects and contractors
- Conduct/supervise hydrant flow tests
- Review building, sprinkler, fire alarm, and kitchen hood plans
- Plan review and inspection of new construction projects

Fire & Explosion Investigations

- Work closely with private insurance investigators on all cases
- Work in close proximity with federal, state, and local law enforcement and the Vigo County Prosecutor's Office in arson investigations/arrests.

Additional Administration Duties

This division performs administrative duties that include, but not limited to:

- Assist company officers with pre-plans in complex structures
- Continued education and training for staff
- Grant funding
- ISO rating for the department
- Recruit and firefighter training (as assigned by Training Division)

Other Responsibilities

- Public Information Officer



Norman E. Loudermilk, CFI, CFEI, CVFI, CII
Assistant Chief



TERRE HAUTE FIRE DEPARTMENT
BUREAU OF FIRE PREVENTION
CITY OF TERRE HAUTE, INDIANA
General Ordinance No. 6, 1962, as amended

Notice No.

M _____

(Date)

No. _____

Your attention is called to a violation of the fire prevention ordinance on premises No. _____

You are hereby notified to remedy the condition as state above within _____ (hours / days) from the date of service of this notice or show cause why you should not be required so to do. If, at the expiration of this time, the same conditions exist and no cause aforesaid be shown, such further action will be taken as the law requires.

By order of the
CHIEF OF FIRE DEPARTMENT

Inspector

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[Indiana Code](#) > [Title 36](#) > [Article 8](#) > [Chapter 17.5](#) > § 36-8-17.5-4

Indiana Code 36-8-17.5-4. Access for inspections

Current as of: 2016 | [Check for updates](#) | [Other versions](#)

Sec. 4. (a) A fire department shall be allowed entry and access to every place or public way within the jurisdiction of the political subdivision that the fire department serves, except the interiors of private dwellings, for the purpose of making a pre-planning inspection under this chapter.

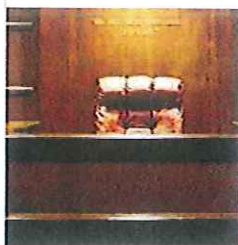
(b) A fire department shall notify the occupant or owner of a Class 1 structure seven (7) days in advance of performing a pre-planning inspection. The notification may be oral or in writing. As added by P.L.20-1999, SEC.1. Indiana Code 2016 [IC 36-8-17](#) Chapter 17. Fire Safety Inspections; Arson Investigations

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[Indiana Code](#) > [Title 22](#) > [Article 12](#) > [Chapter 1](#) > § 22-12-1-4

Indiana Code 22-12-1-4. "Class 1 structure"

Current as of: 2016 | [Check for updates](#) | [Other versions](#)

Sec. 4. (a) "Class 1 structure" means any part of the following:

(1) A building or structure that is intended to be or is occupied or otherwise used in any part by any of the following:

(A) The public.

(B) Three (3) or more tenants.

(C) One (1) or more persons who act as the employees of another.

(2) A site improvement affecting access by persons with physical disabilities to a building or structure described in subdivision (1).

(3) Outdoor event equipment.

(4) Any class of buildings or structures that the commission determines by rules to affect a building or structure described in subdivision (1), except buildings or structures described in subsections (c) through (f).

(b) Subsection (a)(1) includes a structure that contains three (3) or more condominium units (as defined in [IC 32-25-2-9](#)) or other units that:

(2) mechanical or electrical equipment located within and affixed to the structure. As added by P.L.245-1987, SEC.1. Amended by P.L.223-1989, SEC.1; P.L.23-1993, SEC.149; P.L.2-2002, SEC.72; P.L.141-2003, SEC.2; P.L.92-2012, SEC.2; P.L.142-2013, SEC.2.

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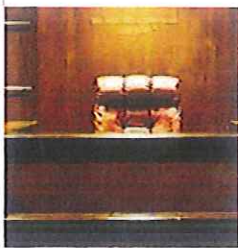
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03/20/2008 10:23:31 AM EDT

IC 36-8-17

Chapter 17. Fire Safety Inspections; Arson Investigations

IC 36-8-17-1

"Commission" defined

Sec. 1. As used in this chapter, "commission" refers to the fire prevention and building safety commission.

As added by P.L.245-1987, SEC.21.

IC 36-8-17-2

"Fire department" defined

Sec. 2. As used in this chapter, "fire department" means a paid fire department or a volunteer fire department that renders fire prevention or fire protection services to a political subdivision.

As added by P.L.245-1987, SEC.21. Amended by P.L.1-1999, SEC.103.

IC 36-8-17-3

"Fire safety law" defined

Sec. 3. As used in this chapter, "fire safety law" means any law, including rules and orders of the commission, safeguarding life or property from the hazards of fire or explosion.

As added by P.L.245-1987, SEC.21.

IC 36-8-17-4

"Division" defined

Sec. 4. As used in this chapter, "division" refers to the division of fire and building safety.

As added by P.L.245-1987, SEC.21. Amended by P.L.1-2006, SEC.576.

IC 36-8-17-5

Compliance with order directing fire department to assist division of fire and building safety

Sec. 5. (a) The fire chief and the designees of the fire chief in every fire department are assistants to the state fire marshal.

(b) A fire department shall comply with an order issued by the division under IC 22-14-2-4 that directs the fire department to assist the division.

As added by P.L.245-1987, SEC.21. Amended by P.L.1-2006, SEC.577.

IC 36-8-17-6

Enforcement of fire safety laws

Sec. 6. A fire department may enforce under this chapter any fire safety law that is applicable to the jurisdiction served by the fire department.

As added by P.L.245-1987, SEC.21.

IC 36-8-17-7**Fire investigations; notice of crime; report; powers of fire department; subpoenas; discovery orders**

Sec. 7. (a) A fire department shall investigate and determine the causes and circumstances surrounding each fire occurring within the territory served by the fire department. The fire department shall begin the investigation when the fire occurs. The fire department shall immediately notify the division if the fire chief believes that a crime may have been committed and shall submit a written report to the division concerning every investigation at the end of each month. The fire department shall submit the report on the form prescribed by the division and shall include the following information in the report:

- (1) A statement of the facts relating to the cause and origin of the fire.
- (2) The extent of damage caused by the fire.
- (3) The amount of insurance on the property affected by the fire.
- (4) Other information required in the commission's rules.

(b) To carry out this section, a fire department may:

- (1) enter and inspect any real or personal property at a reasonable hour;
- (2) cooperate with the prosecuting attorney and assist the prosecuting attorney with any criminal investigation;
- (3) request that the office subpoena witnesses under IC 22-14-2-8 or order the production of books, documents, and other papers;
- (4) give oaths and affirmations;
- (5) take depositions and conduct hearings; and
- (6) separate witnesses and otherwise regulate the course of proceedings.

(c) Subpoenas, discovery orders, and protective orders issued under this section shall be enforced under IC 4-21.5-6-2.

As added by P.L.245-1987, SEC.21. Amended by P.L.222-1989, SEC.19; P.L.1-2006, SEC.578.

IC 36-8-17-8**Inspection program; reports**

Sec. 8. (a) A fire department serving an area that does not include a city may engage in an inspection program to promote compliance with fire safety laws. The fire department shall maintain a written report for each inspection. These reports shall be made available to the division upon request.

(b) The fire department serving an area that includes a city shall inspect every place and public way within the jurisdiction of the city, except the interiors of private dwellings, for compliance with the fire safety laws. Except as otherwise provided in the rules adopted by the commission, the fire chief of the fire department shall specify the schedule under which places and public ways are inspected and may exclude a class of places or public ways from inspection under this section, if the fire chief determines that the public interest will be served without inspection. The fire department shall maintain a

written report for each inspection. The fire department shall submit monthly reports to the division, on forms prescribed by the division, containing the following information:

- (1) The total number of inspections made.
- (2) The total number of defects found, classified as required by the office.
- (3) The total number of orders issued for correction of each class of defect.
- (4) The total number of orders complied with.

(c) A volunteer fire department may carry out inspections under this section only through an individual who is certified under IC 22-14-2-6(c).

As added by P.L.245-1987, SEC.21. Amended by P.L.1-1999, SEC.104; P.L.1-2006, SEC.579.

IC 36-8-17-9

Orders to cease and correct violations; emergency or temporary orders

Sec. 9. (a) A fire department may issue orders under IC 4-21.5-3-6 to require a person to cease and correct a violation of the fire safety laws. The order must grant a reasonable time in which to correct a violation of law covered by the order.

(b) A fire department may issue an emergency or temporary order under IC 4-21.5-4 if the fire department determines that conduct or a condition of property:

(1) presents a clear and immediate hazard of death or serious bodily injury to any person other than a trespasser;

(2) is prohibited without a permit, registration, certification, release, authorization, variance, exemption, or other license required under IC 22-14 or another statute administered by the division and the license has not been issued; or

(3) will conceal a violation of law.

(c) An emergency or other temporary order issued under subsection (b) must be approved by the state fire marshal. The approval may be communicated orally to the fire department. However, the division shall maintain a written record of the approval.

(d) An order under IC 4-21.5-3-6 or IC 4-21.5-4 may include the following, singly or in combination:

(1) Require a person who has taken a substantial step toward violating a fire safety law or has violated a fire safety law to cease and correct the violation.

(2) Require a person who has control over property that is affected by a violation to take reasonable steps to:

(A) protect persons and property from the hazards of the violation; and

(B) correct the violation.

(3) Require persons to leave an area that is affected by a violation and prohibit persons from entering the area until the violation is corrected.

As added by P.L.245-1987, SEC.21. Amended by P.L.1-2006, SEC.580.

IC 36-8-17-10

Informal review of order; time to appeal; modification or reversal of order

Sec. 10. (a) The division shall give a person who:

(1) is aggrieved by an order issued under section 9 of this chapter; and

(2) requests review of the order in verbal or written form;

an opportunity to informally discuss the order with the division. Review under this subsection does not suspend the running of the time period in which a person must petition under IC 4-21.5-3-7 to appeal the order.

(b) The division may, on its own initiative or at the request of any person, modify or reverse an order issued under section 9 of this chapter.

As added by P.L.245-1987, SEC.21. Amended by P.L.1-2006, SEC.581.

IC 36-8-17-11

Appeal of orders; administrative proceedings

Sec. 11. (a) An order issued under section 9 or 10 of this chapter may be appealed to the commission under IC 4-21.5-3-7. A decision to deny a request to modify or reverse an order issued under section 10 of this chapter is not appealable.

(b) If an order issued under section 9 or 10 of this chapter is appealed, the commission or its designee

shall conduct all administrative proceedings under IC 4-21.5. In its proceedings, the commission may modify or reverse the order.

As added by P.L.245-1987, SEC.21.

IC 36-8-17-12

Enforcement of orders

Sec. 12. The division may enforce an order issued under this chapter under IC 4-21.5-6.

As added by P.L.245-1987, SEC.21. Amended by P.L.1-2006, SEC.582.

IC 36-8-17-13

Rules to implement chapter

Sec. 13. The commission may adopt rules under IC 4-22-2 to implement this chapter.

As added by P.L.245-1987, SEC.21.

TERRE HAUTE FIRE DEPARTMENT CONSTRUCTION

“A” PERMITS

CODE NUMBER	CODE NAME	DEFINITION	FEE AMOUNT	COMMENTS
105.7.1	Auto Fire Ext. System	Installation or modification of system	\$25.00	
105.7.2	Battery Systems	Install stationary storage battery systems of >50 gal	\$25.00	
105.7.3	Compress Gases	Compass gases use or Storage amounts exceeds 105.6.8 permit is required to install, etc	\$25.00	
105.7.4	Cryogenic Fluids	Installation or/alteration of cryogenic fluids exceeds 105.6.10	\$25.00	
105.7.5	Emer. Responder Radio Coverage Systems	Install or modification to emergency radio systems/related equipment	\$25.00	
105.7.6	Fire Alarm & Detec. System & Related Equipment	Installation of/or modification to fire alarm, detection system & related equipment	\$25.00	
105.7.7	Fire Pumps & Related Equipment	Installation/modification to fire pump & fuel tanks, jockey pumps controllers, generators	\$25.00	
105.7.8	Flammable and Combustible Liquids	Install, repair, modify a pipeline of flammable combustible liquids Install, construct, Alter tank, plants, terminals, wells, fuel distribution stations	\$25.00	
105.7.9	Hazardous Materials	Install, repair damage to, abandon, remove, place temp out of service. Must exceed 105.6.20	\$25.00	
105.7.10	Industrial Ovens	Industrial ovens by chapter 30	\$25.00	
105.7.11	LP-Gas	Install or modify to LP-gas system	\$25.00	
105.7.12	Private Fire Hydrants	Installation/modification of private fire hydrants	\$25.00	
105.7.13	Solar Photovoltaic Syst	Install or modify solar photovoltaic power system	\$25.00	

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TERRE HAUTE FIRE DEPARTMENT OPERATIONAL "B"

PERMITS

CODE NUMBER	CODE NAME	DEFINITION	FEE AMOUNT	COMMENTS
105.6.1	Aerosol Products	Manufacture, Store, or handle aggregate of Level 2 or Level 3 > 500 lbs net weight	\$25.00	
105.6.2	Amusement Buildings	Special Amusement Building	\$25.00	
105.6.3	Aviation Facilities	Group "H"/ Group "S" for aircraft service and repair and air craft fueling servicing vehicles	\$25.00	
105.6.4	Carnivals and Fairs	Conduct a carnival or fair	\$25.00	
105.6.5	Cellulose nitrate film	Store, handle or use cellulose nitrate film in Group A Occupancy	\$25.00	
105.6.6	Combustible dust producing operations	Operation of a grain elevator, flour starch mill, feed mill, or plant pulverizing aluminum, coal, cocoa, spices, magnesium, sugar,	\$25.00	
105.6.7	Combustible Fibers	Storage and Handling of fibers >100 Cubic Ft.	\$25.00	Not required for agriculture storage
105.6.8	Compressed Gas	Storage, use or handling at NTP compressed gas > Table 105.6.8	\$25.00	Vehicles using compressed gas excluded
105.6.9	Covered and Open Mall Buildings	Placement of retail fixtures and displays, concession equip. of highly combust goods display of liquid or gas fired equip. use of open flame or flame producing equip.	\$25.00	
105.6.10	Cryogenic Fluids	Produce, store transport on site, use, handle, or dispense >105.6.10	\$25.00	Not required for propelling vehicle or for refrigeration of lading
105.6.11	Cutting and Welding	Cutting and welding within jurisdiction	\$25.00	

105.6.12	Dry Cleaning	Dry cleaning or hazardous cleaning solvent use existing	\$25.00	
105.6.13	Exhibits & Trade Shows	Exhibits & Trade Shows	\$25.00	
105.6.14	Explosives	Use of any explosives, fireworks, pyrotechnic special effects within Chapter 56	\$25.00	Exception- occupancies smokeless propellant, black powder, small arms primers- for personal use- Chapter 5606
105.6.15	Fire Hydrants and Valves	Operate fire hydrants or valves for fire suppression	\$25.00	Exception- no permit for employees of water company or fire department
105.6.16-1	Flammable & Combustible Liquids	Use or operate a pipe line for transportation of Flammable or combustible liquids within facility	\$25.00	
105.6.16-2	Flammable & Combustible Liquids	Class 1 liquids in excess 5 gal.(19L) or >10 gals outside of bldg	\$25.00	2.1 Use of Class 1 Liquids in fuel tanks of Vehicles, aircraft, motorboat, cause an unsafe conditions
105.6.16-2	Flammable & Combustible Liquids		\$25.00	2.2 paints, oils, vanishes, flammable mixtures, are stored not more than 30 days
105.6.16-3	Flammable & Combustible Liquids	To store, handle or use class II, class IIIA in a Bldg or outside a Bldg Except for fuel oil	\$25.00	
105.6.16-4	Flammable & Combustible Liquids	To store, handle or use Class IIIB in tanks or portable tanks for fueling motor vehicles	\$25.00	Exception-fuel oil & used motor oil used for space or water heating
105.6.16-5	Flammable & Combustible Liquids	Remove Class I or II liquids underground storage tanks for fueling motor vehicles	\$25.00	
105.6.16-6	Flammable & Combustible Liquids	Operate tank vehicles, equipment, tanks, plants, terminals ,wells Fuel-dispensing	\$25.00	

		stations		
105.6.16.7	Flammable & Combustible Liquids	Place temporarily out Of service (for more than 90 days)	\$25.00	An underground, protected above-ground or above-ground flammable or combustible liquid tank
105.6.16.8	Flammable & Combustible Liquids	Change the type of contents stored in a flammable or combustible liquid tank to a material that poses a greater hazard than that for which the tank was designed & constructed	\$25.00	
105.6.16.9	Flammable & Combustible Liquids	Manufacture, process, blend or refine flammable or combustible liquids	\$25.00	
105.6.16.10	Flammable & Combustible Liquids	Engage in Dispensing of liquid fuels into the fuel tanks of motor vehicles	\$25.00	At commercial, industrial, governmental, manufacturing establishments
105.6.16.11	Flammable & Combustible Liquids	Utilize a site for dispensing liquid fuels From tank vehicles into fuel tanks of motor vehicles	\$25.00	Marine craft, special equipment at commercial, industrial, governmental, or manufacturing
105.6.17	Floor Finishing	floor finishing, surfacing operations exceeding 350 Square Feet	\$25.00	Using Class1 or Class2 liquids
105.6.18	Fruit & Crop Ripening	To operate fruit or crop-ripening facility	\$25.00	
105.6.19	Fumigation & Insecticidal Fogging	A business of fumigation or insecticidal fogging	\$25.00	
105.6.20	Hazardous Materials	Required to store, transport, dispense or handle, hazardous materials	\$25.00	Excess of the amount listed in Table 105.6.20
105.6.21	HPM Facilities	Required to store, handle, use Hazardous production materials	\$25.00	
105.6.22	High-Piled Storage	Required to use building or portion	\$25.00	As a high-piled storage area exceeding 500 square feet
105.6.23	Hot Work Operations	Required for hot work	\$25.00	

105.6.23.1	Hot Work Operation	Public exhibitions and Demonstrations where hot work is conducted	\$25.00	
105.6.23.2	Hot Work Operation	Used of portable hot work equipment inside a structure	\$25.00	Exception: work that is conducted under a construction permit
105.6.23.3	Hot Work Operation	Fixed-site hot work equipment, such as welding booths	\$25.00	
105.6.23.4	Hot Work Operation	Hot work conducted within a wildfire risk area	\$25.00	
105.6.23.5	Hot Work Operation	Application of roof coverings with the use of an open-flame device	\$25.00	
105.6.23.6	Hot Work Operation	When approved, fire code official shall issue Permit to carry a hot work program	\$25.00	
105.6.24	Industrial Ovens	operation of industrial ovens regulated. by Chapter 30	\$25.00	
105.6.25	Lumber Yards and Woodworking Plants	Storage/ processing of lumber > 100,000 board feet (8.333 ft3	\$25.00	
105.6.26	Liquid-or gas-fueled vehicles or equipment in assembly buildings	Display, operate or demonstrate liquid-or gas fueled vehicles or Equipment in assembly buildings	\$25.00	
105.6.27.1	LP Gas	Storage & use of LP-gas	\$25.00	
105.6.27.2	LP-Gas	Operation of cargo tankers that transport LP-gas	\$25.00	
105.6.28	Magnesium	To melt, cast, heat treat or grind more than 10 pounds of Magnesium	\$25.00	
105.6.29	Miscellaneous Combustible Storage	To store in any bldg or premises > 2,500 cubic ft.	\$25.00	Volume of combustible empty packing cases, boxes, barrels, similar Container, rubber tires, rubber, cork,

105.6.30	Open Burning	Required for kindling or maintaining of an open fire, or fire on public street, alley, road, public or private ground	\$25.00	Instructions & stipulations of the permit shall be adhered to Recreational fires
105.6.31	Open Flames & Torches	Required to remove paint with a torch	\$25.00	Or use a torch or open-flame device in a wildfire risk area
105.6.32	Open Flames & Candles	Open flames or candles in connection with assembly areas, dining areas of restaurants, drinking establishments	\$25.00	
105.6.33	Organic Coatings	Organic coatings manufacturing operation producing over 1 gallon (4L) of organic coating in 1 day	\$25.00	
105.6.34	Places of Assembly	Required to operate a place of assembly	\$25.00	
105.6.35	Private Fire Hydrants	Required for removal from service, use or operation of private Fire hydrants	\$25.00	Exception: permit not Not required for private industry with Trained maintenance Personnel, private fire brigade, fire depts. To Maintain, test & use Of private hydrants
105.6.36	Pyrotechnic Special Effects Materials	Required for use & handling pyrotechnic Special effects material	\$25.00	
105.6.37	Pyroxylin Plastics	Required for storage or handling of more than 25 pounds of cellulose nitrate (pyroxylin) plastic, the assembly or manufacture of pyroxylin plastics	\$25.00	

105.6.38	Refrigeration Equipment	Operate a mechanical Unit or system regulated by Chapter 6	\$25.00	
105.6.39	Repair Garages and Motor Fuel-Dispensing	Operation of repair garages, automotive, marine and fleet motor fuel-dispensing facilities	\$25.00	
105.6.40	Rooftop Heliports	Operation of a rooftop heliport	\$25.00	
105.6.41	Spraying & Dipping	Conduct a spraying or dipping operation utilizing flammable or combustible liquids, or the application of combustible powders regulated by Chapter 24	\$25.00	
105.6.42	Storage of Scrap Tires and Tire Byproducts	Establish, conduct or maintain storage of scrap tires and tire Byproducts that exceed 2,500 cubic feet(71 m3) of total volume of scrap tires and for indoor storage of tire byproducts	\$25.00	
105.6.43	Temporary Membrane Structures and Tents	Operate an air-supported temporary membrane structure or a tent having an area in excess of 400 square feet (37 m2)	\$25.00	Exceptions: 1. Tents used exclusively for recreational camping purposes. 2.Tents open on all sides, which comply with all of following- See Code
105.6.44	Tire-rebuilding plants	Operation and maintenance of a tire rebuilding plant	\$25.00	
105.6.45	Waste Handling	Operation of wrecking yards, junk yards and waste material-handling facility	\$25.00	

105.6.46	Wood Products	Store chips, hogged material, lumber or plywood in excess of 200 cubic ft.	\$25.00	